

CARIBOO COLLEGE
LEARNING RESOURCES
FACULTY HANDBOOK
1984 - 85

INTRODUCTION

In this handbook we will focus on services provided by the Learning Resources Department to Cariboo College instructors. We are assuming that most instructors are already familiar with such things as the operation of the microcatalogues, and the use of the various information sources, which comprise a large part of the subject matter of our Student's Handbook. Instructors who would like a "refresher" on using the Library, A/V Department or Study Skills Centre may consult the Student's Handbook for details omitted here, or arrange for a personal orientation to the Learning Resources Department.

LEARNING RESOURCES DEPARTMENT

Roles Statement

General Function:

Cariboo College Learning Resources Centre serves an educational function within the College by providing a variety of learning resources, together with facilities, equipment and the services of a qualified staff, to support the teaching and learning process.

Specific Roles:

1. To support all courses offered by the College by providing appropriate learning resources at a level and quantity consistent with the need.
2. To provide appropriate facilities and equipment to enhance the use of learning resources.
3. To provide access to the larger world of information outside the College by:
 - a. participating in resource sharing networks, and
 - b. utilizing electronic information retrieval techniques.
4. To encourage independent learning for its own sake, through active promotion of the Learning Resources Centre's collection and services throughout the College community.
5. To provide staff, facilities and equipment for the development of student study skills; to coordinate student entry-level skills pre-testing; to consult with staff and counsel students in support of skills enhancement.
6. To provide resources and advice to assist faculty in their teaching and instructional development functions.
7. To assist in the professional development of College personnel through the provision of learning resources and services.
8. To provide qualified staff to obtain the necessary learning resources, to organize those resources, and to ensure the effective use of those resources by students, staff, faculty, and members of the community.
9. To produce, where appropriate, audiovisual materials to enhance classroom instruction.
10. To instruct Learning Resources Centre users in the location, selection, and use of learning resources, and in the operation of audiovisual equipment.

11. To cooperate with other educational institutions and agencies in the community and the province to provide learning resources and expertise, in order to avoid unnecessary duplication of materials and services.
12. To act as a centre for the access to and dissemination of municipal, provincial, and national government information for the college community.
13. To act as an advocate within the College community in the articulation of learning resources needs.
14. To receive into the collection gifts of learning resources to enhance the level of support for specific curriculum offerings.

STAFFLocal

Director of Learning Resources
Secretary

David Fox
Irene Anderson

301
300

Library: Public Services

Public Services Librarian
Library Technician
Library Assistant
Public Services Clerk
Circulation Clerk

Nancy Levesque
Val Carey
Rose Delap
Shannon Newman
Ann Brawn

331
304
302
304
304

Library: Technical Services

Technical Services Librarian
Library Technician
Technical Services Clerk

John Weller
Val Carey
Elaine Davidoff

303
300
300

Audiovisual Department:

Audiovisual Coordinator
Audiovisual Production Technician
Audiovisual Maintenance Technician

Bob Clark
John Enman
Gordon Graham

253/244
244
244

Study Skills Centre

Study Skills Coordinator

Richard Barnett

250

LIBRARY

Loan Privileges:

Faculty members are issued I.D. cards bearing their name and program. No expiry date is shown on this card, but the instructor is expected to return it to the College upon his/her departure.

Historically, while students have been issued materials from the Library on a fixed loan period basis (currently two weeks for books), faculty have enjoyed very liberal loan privileges - what amounts to "indefinite loan", subject to recall.

Faculty members are not sent overdue notices. However, Faculty are subject to the Library Fines Policy which requires the return of any item placed on "Hold" within 24 hours of the due date or the "Hold" date, whichever is later, in order to avoid a financial penalty (\$1.00 per day).

At the end of April each year, to assist in the inventory process, faculty members should return all books and materials to the Library.

Collection Building:

Library collection building is a joint privilege and responsibility shared by instructors and librarians. Active participation by both groups is necessary for the best results.

The budget for library materials is administered by the Director of Learning Resources, and each year, with the assistance of input from the Chairpersons, amounts are allocated within the budget for the purchase of library materials to support programs in each of the Departments.

The following factors are considered in making allocations:

1. Demand for materials as demonstrated by the previous year's circulation statistics.
2. The relative size and strength of the existing collection in a particular field.
3. The relative cost and rate of obsolescence of materials in a particular field (eg. Fine Arts books are more expensive than average; books in technology areas become obsolete more rapidly than average).
4. Changing requirements due to implementation or discontinuation of courses or programs.

Faculty may submit orders for materials to the Library up to the limit of the amount established for their discipline. Librarians also place orders against these accounts based on their knowledge of student information needs. Questions and problems regarding book orders should be referred to John Weller, Technical Services Librarian.

On a monthly basis the Library provides to Chairpersons a statement of the balance remaining in each account for that Chairperson's Department.

The Library provides order forms to request materials. Use of these forms

SEARCHED		Call No.	AUTHOR			
ORD.			L			
C. SUPP.						
COM						
BIP			TITLE			
CBIP			L			
P. CAT.						
REQUEST DATE		VOL.	EDITION	YEAR	LIST PRICE	
DEALER		PUBLISHER				
NO. OF COPIES		DEPT.		REQUESTOR		
I.S.B.N. NO.				L.C. CARD NO.		
1.				L		

is not essential, but will speed up the acquisition of materials. If you wish notification of the availability of a book you have ordered, print your name after your Department on the line provided, eg. Psychology - MacKinnon. If you do this the order slip will be returned to you when the book has been added to the Library collection.

The timelag between ordering a book, and its appearance on the Library shelves can vary between a few days and several months, and is influenced by many factors, some of which are beyond our control. If you need a book in a hurry, say so, and we will make every attempt to acquire and process it in the shortest possible time.

Library/Bookstore Agreement:

The Library has an agreement with the College Bookstore to purchase one copy of any new assigned textbook. If more copies are required, an instructor should request them as a departmental order.

Librarians' Subject Responsibilities:

The three librarians have been assigned collection building and Department liaison responsibilities as follows:

John Weller

Social Sciences
Communications Arts & Drafting
Fine and Performing Arts

Nancy Levesque

Physical and Life Sciences
Nursing, Med Lab, Resp. Tech
Business Administration/Commerce/Economics
Math, Computer Sciences

David Fox

Vocational Departments, TRAC

The Library Computer circulation system can now produce specialized bibliographies for various subjects/disciplines. Please see your librarian for more information.

Orders for materials, and any queries concerning Library services should be channeled through your librarian liaison.

Periodicals:

The Library currently subscribes to about 550 periodicals. Periodical subscriptions represent an ongoing financial commitment by the College, and therefore selection of new subscriptions should be carefully considered.

The Library's periodical subscriptions are obtained through an agent, and are renewed once a year during the summer. Prior to renewal, Departments will be asked to place their requests for new periodicals, and to consider cancellation of others which may no longer be necessary.

When recommending a new periodical subscription, please indicate whether you wish it to circulate or to be available for Library use only. For more information, contact Nancy.

Film/Videotape Bookings:

The Library maintains a central collection of 16 mm films and videotapes to support College programs. These are available for classroom use, or for individual use in the previewing facilities on the lower floor. For classroom use films and videos should be booked as far in advance as possible. This can be done by contacting Rose Delap at local 302.

Films can be picked up at the Library on the date booked, or you may request, in advance, that they be delivered to one of three locations on campus for pick-up. These are the A/V Department, the Faculty Secretaries in the Science Building, and the Vocational Office. Films may also be returned to these locations after use. Deliveries of films and videotapes to Allan Matthews campus will be via College mail.

Cariboo College belongs to the Media Exchange Cooperative of B.C. (MEC). This organization exists to promote the sharing of the 16 mm film resources of most of the post-secondary institutions in the province. As a MEC member, Cariboo College can borrow films free of charge from other educational institutions, but in return is also obliged to loan films from its own collection to other institutions. In the past, this arrangement has worked overwhelmingly in our favour, but it means that to guarantee the availability of a Cariboo College film on a specific date you must book it six weeks in advance.

To obtain a film from an external source, it is advisable to book at least a month in advance. External film bookings and rentals are also handled by Rose Delap who can assist you with film selection and location. MEC's microfiche catalogue and other lists of film resources may be consulted in the Library.

Film/Videotape Purchase:

Films and videotapes are purchased and catalogued by the Library for deposit in the Library collection.

Procedure for Recommending Film/Videotape Purchase:

1. Preview and evaluate the program to estimate its potential use.
2. A librarian may also preview the program to provide a second opinion and record the necessary cataloguing data.
3. The library will check on the availability of the program for free loan or rental.

Purchase decisions are based on:

- quality of the material.
- frequency of intended use.
- relative cost of purchase vs. rental.
- other factors, such as the instructor's teaching strategy.

An A/V Preview Form is provided to assist in recording your thoughts and impressions while previewing programs. It is recommended that these forms be used to assist in the process of coming to a purchase decision. See appendix.

Interlibrary Loans:

Interlibrary loan vastly expands the range of research materials available to instructors.

Most interlibrary loan requests can be obtained from within B.C. in less than two weeks. Requests that have to be sent out of the province may take a month or more.

The Library maintains a copy of the British Columbia Union Catalogue (BCUC) which lists the holdings of more than 40 contributing libraries. This catalogue contains complete holdings of all the Colleges and Institutes in B.C., partial holdings of the three universities, plus the holdings of some public and corporate libraries. The latest edition of the BCUC (March, 1982) contains entries for over a million titles obtainable through interlibrary loan. The Library has a 1984 U.B.C. author and title and subject index which will be updated each year. There is also a 1983 title index to books at B.C.I.T. Books not listed on micro catalogues may be located through a computer search. The Library also keeps microfiche listings of the periodical holdings of UBC, SFU and UVIC for verification of requests for periodical articles.

There are Interlibrary Loan Request Forms for books and periodicals. Completed forms should be handed in to the person on duty at the Information Desk. If what you want does not appear in the BCUC or Universities Periodicals microfiche, fill in an ILL request anyway, and we will do an on-line search for more recent additions to BCUC or consult other catalogues and directories for possible locations outside B.C.

Interlibrary loan requests to other institutions in B.C. cost the Library \$8.50 per item, and \$8.50 for each two-week renewal. While we budget for this, some restraint in the number of items requested would be appreciated in view of the cost.

Please advise your students that in order to gain the maximum benefit from their library research, work on assignments should be scheduled to allow sufficient time to obtain materials through interlibrary loan (up to two weeks).

DIALOG:

The DIALOG Information Retrieval System provides a means of performing extensive literature searches via computer terminal. Through DIALOG, the Library can access more than a hundred data-bases containing millions of citations to reports and articles in most of the subject areas taught at Cariboo College (see appendix).

A DIALOG search can be a useful beginning to a professional development project. It is particularly helpful when you need to research a complex topic requiring integration of several concepts.

Contact Nancy Levesque or John Weller for details regarding initiating a DIALOG search.

Reserves/Exams Backfiles:

The Library will accept, organize, store, and disseminate photocopied material from your lists of required reading. We do not have the staff or the time to do the photocopying; that's your responsibility. Please provide enough copies to meet the expected demand. To allow time for processing, we should receive the articles a week prior to the date students will require them.

Loan periods for Reserve items will be according to your instructions, for example: one week, three days, or non-circulating. On your instructions we will also designate books from our collection as Reserve copies for short term loan or non-circulating status for a specified period.

Due to limited shelf space, we try to limit reserves to the semester to which they apply, and ask you to indicate when an item can be removed from Reserve status. At the end of the Reserve period photocopied articles are returned to instructors, and library books are returned to full circulating status.

The Library will also store backfiles of exams for students to consult or photocopy. Contact Nancy Levesque or Val Carey concerning either of these two services.

Current Awareness Services:

If you let your librarian know of particular subject areas or topics you are interested in he or she will direct to your attention articles, reviews, publication notices, etc., dealing with that subject or topic.

The Library does not route periodical issues to faculty. However, if you let us know the titles of journals you are interested in, we can send you a copy of the table of contents of each issue as it comes in.

Library Orientation and Instruction for Students:

General orientation tours are given daily during September. Students are invited to attend these sessions on their own initiative. More in-depth workshops relating to course assignments are offered to instructors and their classes. Please contact Nancy to arrange these sessions.

AUDIOVISUAL DEPARTMENT

The Audiovisual Department provides three basic services to instructors, Equipment Loan, Equipment Servicing and Repair, and Audiovisual Production.

Equipment Loan:

Many varieties of audiovisual equipment are available to instructors for classroom use and for purposes related to instruction. Among these are 16 mm projectors, VTR's, slide projectors, cassette players/recorders, and cameras. Loan periods are negotiable, but equipment should be booked in advance, giving as much notice as possible. Most classrooms are equipped with overhead projectors and screens. Also, equipment pools have been established in the Science Building, Allan Matthews Centre, the Fine Arts Building, Williams Lake, 100 Mile House, and Merritt.

Instructors are asked to sign equipment booking forms for students to verify that loans to students are for legitimate course-related projects.

Instruction in the use of all types of equipment is available from the Audiovisual Department.

Equipment Service and Repair:

This is a new service initiated recently with the hiring of a qualified Audiovisual Maintenance Technician. Gordon Graham is responsible for maintaining the College's large inventory of audiovisual equipment.

Audiovisual Production:

Audiovisual production services fall into three categories: audio production, video production, and photography. Requests for any production services should be discussed and scheduled with Bob Clark.

Audio production capabilities consist of cassette duplication, sound mixing, and copying from reel-to-reel to cassette format.

Video production capabilities include temporary copying from 16 mm or slides onto videotape, and production and editing of video programs.

Photographic services consist of still and video camera work, development of slides or black and white film, slide reproduction from books and magazines, etc., and slide duplication.

Audiovisual Supplies:

The Audiovisual Department provides audiovisual supplies from stock for course-related projects: eg. blank cassettes, 35 mm film, or blank videotape. These are purchased from a central budget, and allocated to the Departments according to a quota system based on the previous year's requirements.

STUDY SKILLS

Of the several services provided by Study Skills, two are meant expressly to support the efforts of instructors. These are student testing and Study Skills lab hours.

Testing of students is, in part, accomplished by means of entry-level pre-testing in reading proficiency and basic mathematics skills. At present, twenty limited-intake programmes comprising six to seven hundred students participate in pretesting. The intent of pretesting is to provide instructors with what can be extremely useful data respecting the tested levels of their students before the beginning of instruction here. Mathematical scores may, in some programmes, be very pertinent; in others, less so. But reading proficiency bears directly on the learning efficiency of students regardless of programme.

On that account, instructors have a vital stake in themselves learning the tested levels of students whom they teach. And when instructors discover in their classes students who have not been tested, they may benefit students and selves alike by encouraging students voluntarily to appear for testing. As many already recognize, the principal value in proficiency testing lies in the potential for correcting discovered deficiencies. In the absence of testing, students may perform poorly in class without either themselves or their instructors appreciating the cause.

Instructors who seek to encourage student participation in pretesting should know that:

1. Each week, during the fall and winter semester, several hours are scheduled for student proficiency testing. A schedule of these hours will be forwarded at the start of semesters to department chairpersons. Students may appear for testing during scheduled hours without any appointment. It is especially during semesters that instructors may discover unsatisfactory learning among some of their students. So it is that during semesters occurs the greatest need for the regular provision of SKILLS testing. As instructors will appreciate, a variety of causes may give rise to unsatisfactory learning among students. But student comprehension of print and lecture content should certainly be assessed by testing before other causes are sought.
2. Instructors will have prompt access to student pretest scores. These will be available in Student Services within a day or two of the students' writing of pretests. For students, pretest scores will be available within one day of test writing.

Apart from testing, the lab service provided by Study Skills may support the efforts of instructors. Where student need for it exists, instructors may encourage those in their classes to appear during posted lab hours in the Study Skills Centre. Lab service allows students some choices of times

to work. Moreover, the service is aimed towards the specific requirements of given students rather than towards a fixed course of study. Nevertheless, instructors should only encourage student participation from among those who are prepared to sustain their lab work until clear improvement occurs. In the enhancement of textbook reading proficiency, many lab users require not fewer than eight or ten weeks of effort. For this length of time to produce results would imply a student's completing two or three sessions per week of approximately one-half hour per session. In sum, a student typically requires twelve to fifteen hours effort as a minimum in order to achieve some tested benefit. Students willing to invest sufficient time in lab work are most welcome to use the service.

Instructors, perhaps more so than some realize, stand in the best possible position to identify student learning needs. It is to instructors, therefore, that the Study Skills lab service must look for referrals and the well-meant encouragement of students to seek help as needed. Lab hours are posted at the start of each semester.

THE STUDY SKILLS CENTRE IS LOCATED IN ROOM 213 WEST IN THE MAIN BUILDING.

A/V PREVIEW FORM

TITLE: _____
FORMAT: _____
COLOR/B & W SOUND/SILENT
LENGTH: _____ NO. OF REELS: _____
PRODUCER/DISTRIBUTOR: _____
COPYRIGHT DATE: _____
PURCHASE PRICE: _____
SYNOPSIS:

EVALUATION:

- a. Content
- b. Technical Features (eg. photographic techniques, sound quality)

INTENDED USERS: (Indicate specific courses, programs)

FREQUENCY OF USE:

OVERALL RATING:	EXCELLENT	VERY GOOD	GOOD	FAIR	POOR
RECOMMENDATION:	PURCHASE		RENT		NOT INTERESTED
ADDITIONAL REMARKS:					

SIGNATURE: _____
DATE: _____
DEPARTMENT: _____

AGRICULTURE AND NUTRITION

- AGRICOLA (10, 110)
1970-present
- BIOSIS PREVIEWS (5, 55, 255)
1969-present
- CAB ABSTRACTS (50)
1972-present
- CRIS/USDA (60)
Current two years
- FOOD SCIENCE AND TECHNOLOGY ABSTRACTS (51)
1969-present
- FOODS ADLIBRA (79)
1974-present

BIBLIOGRAPHY-BOOKS AND MONOGRAPHS

- BOOK REVIEW INDEX (137)
1969-present
- BOOKS IN PRINT (470)
1900-present
- DIALOG PUBLICATIONS (200)
Current
- GPO MONTHLY CATALOG (66)
7/76-present
- GPO PUBLICATIONS REFERENCE FILE (166)
1971-present
- LC MARC (426)
1968-present
- REMARC (421-425)
1897-1980

BUSINESS/ECONOMICS

COMPANY AND FINANCIAL

- DISCLOSURE™ II (100)
Current
 - ★DISCLOSURE™/SPECTRUM OWNERSHIP (540)
Current
 - D & B-DUN'S MARKET IDENTIFIERS* (516)
Current
 - D & B-MILLION DOLLAR DIRECTORY* (517)
Current
 - D & B-PRINCIPAL INTERNATIONAL BUSINESSES* (518)
Current
 - EIS INDUSTRIAL PLANTS (22)
Current
 - EIS NONMANUFACTURING ESTABLISHMENTS (92)
Current
 - ELECTRONIC YELLOW PAGES-CONSTRUCTION DIRECTORY (507)
Current
 - ELECTRONIC YELLOW PAGES-FINANCIAL SERVICES DIRECTORY (501)
Current
- ★Forthcoming database

- ELECTRONIC YELLOW PAGES INDEX (500)
Current
- ELECTRONIC YELLOW PAGES-MANUFACTURERS DIRECTORY (510)
Current
- ELECTRONIC YELLOW PAGES-PROFESSIONALS DIRECTORY (502)
Current
- ELECTRONIC YELLOW PAGES-RETAILERS DIRECTORY (504, 505, 506)
Current
- ELECTRONIC YELLOW PAGES-SERVICES DIRECTORY (508, 509)
Current
- ELECTRONIC YELLOW PAGES-WHOLESALERS DIRECTORY (503)
Current
- ★INVESTEXT (545)
Current
- PTS ANNUAL REPORTS ABSTRACTS (17)
Current
- STANDARD & POOR'S NEWS (132)
6/79-present

INDUSTRY SPECIFIC

- ADTRACK (43)
10/80-present
- CHEMICAL INDUSTRY NOTES (19)
1974-present
- COFFEELINE (164)
1973-present
- FOODS ADLIBRA (79)
1974-present
- INSURANCE ABSTRACTS (168)
1979-present
- PHARMACEUTICAL NEWS INDEX (42)
12/75-present
- ★PTS DEFENSE MARKETS AND TECHNOLOGY (80)
Current

MANAGEMENT, MARKETING & INDUSTRY

- ABI/INFORM (15)
8/71-present
- ARTHUR D. LITTLE/ONLINE (192)
1977-present
- ★CANADIAN BUSINESS AND CURRENT AFFAIRS (262)
7/80-present
- COMMERCE BUSINESS DAILY (194, 195)
10/82-present
- ECONOMIC LITERATURE INDEX (139)
1969-present
- ECONOMICS ABSTRACTS INTERNATIONAL (90)
1974-present
- FIND/SVP REPORTS AND STUDIES INDEX (196)
1977-present
- FOREIGN TRADERS INDEX (105)
Current five years
- HARFAX INDUSTRY DATA SOURCES (189)
1979-present

HARVARD BUSINESS REVIEW (122)

1971-present

MANAGEMENT CONTENTS® (75)

9/74-present

PTS F & S INDEXES (18, 98)

1972-present

PTS PROMT (16)

1972-present

TRADE AND INDUSTRY INDEX™ (148)

1981-present

TRADE OPPORTUNITIES (106)

1977-present

TRADE OPPORTUNITIES WEEKLY (107)

Current three months

NUMERIC**BI/DATA FORECASTS (129)**

Current

BI/DATA TIME SERIES (128)

1960-present

BLS CONSUMER PRICE INDEX (175)

Varies from record to record

BLS EMPLOYMENT, HOURS, AND EARNINGS (178)

Varies from record to record

BLS LABOR FORCE (177)

Varies from record to record

BLS PRODUCER PRICE INDEX (176)

Varies from record to record

PTS INTERNATIONAL FORECASTS (83)

1971-present

PTS INTERNATIONAL TIME SERIES (84)

Varies from record to record

PTS U.S. FORECASTS (81)

7/71-present

PTS U.S. TIME SERIES (82)

Varies from record to record

U.S. EXPORTS (126)

1978-present

CHEMISTRY**CA SEARCH (308, 309, 310, 311, 320)**

1967-present

CHEMICAL EXPOSURE (138)

1974-present

CHEMICAL INDUSTRY NOTES (19)

1974-present

CHEMICAL REGULATIONS AND GUIDELINES SYSTEM (174)

Current

CHEMLAW (197)

Current

CHEMNAME® (301)

1967-present

CHEMSEARCH™ (30)

Current

CHEMSIS™ (328, 329, 330, 331)

1967-present

CHEMZERO™ (300)

1965-present

CLAIMS™ COMPOUND REGISTRY (242)

Current

PAPERCHEM (240)

7/67-present

SCISEARCH® (34, 94, 186)

1974-present

TSCA INITIAL INVENTORY (52)

1979 edition

CURRENT AFFAIRS**★CANADIAN BUSINESS AND CURRENT AFFAIRS (262)**

7/80-present

CHRONOLOG® NEWSLETTER (410)

1981-present

MAGAZINE INDEX™ (47)

1959-3/70; 1973-present

MIDDLE EAST: ABSTRACTS & INDEX (248)

190-present

MIDEAST FILE (249)

1979-present

NATIONAL NEWSPAPER INDEX™ (111)

1979-present

NEWSEARCH™ (211)

Current month

ONLINE CHRONICLE (170)

10/81-9/82; 9/83-present; JOBLINE current

PAIS INTERNATIONAL (49)

1976-present

STANDARD AND POOR'S NEWS (132)

6/79-present

UPI NEWS (260, 261)

3/83-present

WASHINGTON POST INDEX (184)

1979-present

WORLD AFFAIRS REPORT (167)

1970-present

DIRECTORIES**AMERICAN MEN AND WOMEN OF SCIENCE (236)**

Current

BIOGRAPHY MASTER INDEX (88)

Current edition

CAREER PLACEMENT REGISTRY/EXPERIENCED PERSONNEL (162)

Current

CAREER PLACEMENT REGISTRY/STUDENT (163)

Current

ENCYCLOPEDIA OF ASSOCIATIONS (114)

Current

MARQUIS WHO'S WHO (234)

Current

★PETERSON'S COLLEGE DATABASE (214)

Current

ULRICH'S INTERNATIONAL PERIODICALS DIRECTORY (480)

Current

EDUCATION**AIM/ARM (9)**

9/67-1976

ERIC (1)

1966-present

EXCEPTIONAL CHILD EDUCATION RESOURCES (54)

1966-present

IRIS (53)
1979-present
NICEM (46)
1979 edition
NICSEM/NIMIS (70)
1978 edition

ENERGY AND ENVIRONMENT

APTIC (45)
1966-9/76
AQUACULTURE (112)
1970-present
AQUALINE (116)
1969-present
AQUATIC SCIENCES AND FISHERIES ABSTRACTS (44)
1978-present
BIOSIS PREVIEWS (5, 55, 255)
1969-present
CA SEARCH (308, 309, 310, 311, 320)
1967-present
DOE ENERGY (103)
1974-present
ELECTRIC POWER DATABASE (241)
1972-present
ENERGYLINE® (69)
1971-present
ENERGYNET® (169)
Current
ENVIROLINE® (40)
1971-present
ENVIRONMENTAL BIBLIOGRAPHY (68)
1973-present
OCEANIC ABSTRACTS (28)
1964-present
POLLUTION ABSTRACTS (41)
1970-present
WATER RESOURCES ABSTRACTS (117)
1968-present
WATERNET (245)
1971-present

FOUNDATIONS AND GRANTS

FOUNDATION DIRECTORY (26)
Current
FOUNDATION GRANTS INDEX (27)
1973-present
GRANTS (85)
Current
NATIONAL FOUNDATIONS (78)
Current

LAW AND GOVERNMENT

ASI (102)
1973-present
CIS (101)
1970-present
CHEMICAL REGULATIONS AND GUIDELINES
SYSTEM (174)
Current

★Forthcoming database

CHEMLAW (197)
Current
COMMERCE BUSINESS DAILY (194, 195)
10/82-present
CONGRESSIONAL RECORD ABSTRACTS (135)
1981-present
CRIMINAL JUSTICE PERIODICALS INDEX (171)
1975-present
FEDERAL INDEX (20)
10/76-11/80
FEDERAL REGISTER ABSTRACTS (136)
3/77-present
GPO MONTHLY CATALOG (66)
7/76-present
GPO PUBLICATIONS REFERENCE FILE (166)
1971-present
LABORLAW (244)
1938-present
LEGAL RESOURCE INDEX™ (150)
1980-present
NCJRS (21)
1972-present
NTIS (6)
1964-present
PATLAW (243)
1967-present
TSCA INITIAL INVENTORY (52)
1979 edition

MATERIALS SCIENCES

CA SEARCH (308, 309, 310, 311, 320)
1967-present
CHEMNAME® (301)
1967-present
CHEMSEARCH™ (30)
Current
CHEMSIS™ (328, 329, 330, 331)
1967-present
CHEMZERO™ (300)
1965-present
METADEX (32)
1966-present
NONFERROUS METALS ABSTRACTS (118)
1961-present
PAPERCHEM (240)
7/67-present
SURFACE COATINGS ABSTRACTS (115)
1976-present
TEXTILE TECHNOLOGY DIGEST (119)
1978-present
WORLD ALUMINUM ABSTRACTS (33)
1968-present
WORLD TEXTILES (67)
1970-present

MEDICINE AND BIOSCIENCES

BIOSIS PREVIEWS (5, 55, 255)
1969-present
CA SEARCH (308, 309, 310, 311, 320)
1967-present
CHEMICAL EXPOSURE (138)
1974-present

CHEMNAME* (301)
1967-present
CHEMSEARCH™ (30)
Current
CHEMSIS™ (328, 329, 330, 331)
1967-present
CHEMZERO™ (300)
1965-present
★DRUG INFORMATION FULLTEXT (229)
Current
EMBASE (72, 73, 172)
6/74-present
HEALTH PLANNING AND ADMINISTRATION (151)
1975-present
INTERNATIONAL PHARMACEUTICAL ABSTRACTS (74)
1970-present
LIFE SCIENCES COLLECTION (76)
1978-present
MEDLINE (152, 153, 154)
1966-present
MENTAL HEALTH ABSTRACTS (86)
1969-present
PHARMACEUTICAL NEWS INDEX (42)
12/75-present
SCISEARCH® (34, 94, 186)
1974-present
TELEGEN® (238)
1973-present
ZOOLOGICAL RECORD (185)
1978-1980; 1981→in 1984

MULTIDISCIPLINARY

DISSERTATION ABSTRACTS ONLINE (35)
1861-present
CONFERENCE PAPERS INDEX (77)
1973-present
DIALINDEX™ (411)
Current
NTIS (6)
1964-present

ONLINE TRAINING AND PRACTICE

ONTAP® ABI/INFORM (215)
ONTAP® BIOSIS PREVIEWS (205)
ONTAP® CA SEARCH (204)
ONTAP® CAB ABSTRACTS (250)
ONTAP® CHEMNAME™ (231)
ONTAP® COMPENDEX (208)
ONTAP® DIALINDEX™ (290)
ONTAP® ERIC (201)
★ONTAP® HARFAX INDUSTRY DATA SOURCES (289)
ONTAP® INSPEC (213)
ONTAP® MAGAZINE INDEX™ (247)
ONTAP® MEDLINE (254)
ONTAP® PTS PROMT (216)
★ONTAP® TRADEMARKSCAN™ (296)

PATENTS AND TRADEMARKS

CA SEARCH (308, 309, 310, 311, 320)
1967-present
CLAIMS™/CITATION (220, 221, 222)
1947-present

CLAIMS™/CLASS (124)
Current
CLAIMS™ COMPOUND REGISTRY (242)
Current
CLAIMS™/U.S. PATENT ABSTRACTS (23, 24, 25)
1950-present
CLAIMS™/U.S. PATENT ABSTRACTS WEEKLY (125)
Current month
CLAIMS™/UNITERM (223, 224, 225)
1950-present
PATLAW (243)
1967-present
TRADEMARKSCAN™ (226)
1884-present

SCIENCE AND TECHNOLOGY

BHRA FLUID ENGINEERING (96)
1974-present
COMPENDEX (8)
1970-present
COMPUTER DATABASE (275)
1983-present
Ei ENGINEERING MEETINGS™ (165)
1979-present
FEDERAL RESEARCH IN PROGRESS (265, 266)
Current
GEOARCHIVE (58)
1969-present
GEOREF (89)
1919-present
INSPEC (12, 13)
1969-present
INTERNATIONAL SOFTWARE DATABASE (232)
Current offerings
ISMEC (14)
1973-present
MATHFILE (239)
1973-present
METEOROLOGICAL AND GEOASTROPHYSICAL
ABSTRACTS (29)
1972-present
MICROCOMPUTER INDEX™ (233)
1981-present
NTIS (6)
1964-present
SCISEARCH® (34, 94, 186)
1974-present
SPIN (62)
1975-present
SSIE CURRENT RESEARCH (65)
1978-2/82
STANDARDS AND SPECIFICATIONS (113)
1950-present
TRIS (63)
1968-present
WELDASEARCH (99)
1967-present

SOCIAL SCIENCES AND HUMANITIES

AMERICA: HISTORY AND LIFE (38)
1964-present

★Forthcoming database

ARTBIBLIOGRAPHIES MODERN (56)
1974-present
CHILD ABUSE AND NEGLECT (64)
1965-present
FAMILY RESOURCES (291)
1970-present
HISTORICAL ABSTRACTS (39)
1973-present
INFORMATION SCIENCE ABSTRACTS (202)
1966-present
LANGUAGE AND LANGUAGE BEHAVIOR
ABSTRACTS (36)
1973-present
LISA (61)
1969-present
MLA BIBLIOGRAPHY (71)
1970-present
PAIS INTERNATIONAL (49)
1976-present
PHILOSOPHER'S INDEX (57)
1940-present
POPULATION BIBLIOGRAPHY (91)
1966-present
PSYCINFO (11)
1967-present
★RELIGION INDEX (190)
1975-present
RILM ABSTRACTS (97)
1971-present
SOCIAL SCISEARCH® (7)
1972-present
SOCIOLOGICAL ABSTRACTS (37)
1963-present
UNITED STATES POLITICAL SCIENCE DOCUMENTS (93)
1975-present
WORLD AFFAIRS REPORT (167)
1970-present

